

# **\*\*\*ATTENTION\*\*\***

## **INMATE MAILING ADDRESSES HAVE CHANGED BEGINNING MAY 1, 2004**

A new procedure has been implemented in an effort to cut down on the amount of time it takes to get money posted to inmate accounts. If addressed properly, in most cases money should be posted to an inmate account the day it is received by the institution or the next day (excluding weekends and holidays).

### **PO BOX FOR MONEY ONLY**

Family and friends must use the following address to send money to inmates housed at **RCI & STF**. This new address is for money only. Do not include any notes or letters with checks or money orders. Remember that RCI accepts money orders and cashiers checks, not cash or personal checks. These will be returned to sender at the inmate's expense.

Racine Correctional Institution  
Inmate name, DOC # & Housing Unit  
P.O. Box 909  
Sturtevant, WI 53177-0909

### **PO BOX - CORRESPONDENCE ONLY (NO MONEY)**

Only correspondence for **RCI** inmates may be mailed to the following address. No money should be mailed to this address. **DO NOT PUT THE LETTER "T" AFTER P.O. BOX 900.**

Racine Correctional Institution  
Inmate name, DOC # and Housing Unit  
P.O. Box 900  
Sturtevant, WI 53177-0900

Only correspondence for **STF** inmates may be mailed to the following address. No money should be mailed to this address.

Sturtevant Transitional Facility  
Inmate name, DOC # & Housing Unit  
PO Box 903  
Sturtevant, WI 53177-0903

Information sheets will be available soon that you can send to your family and friends.

**\*\*After June 1, correspondence or money orders not sent to the correct address may be returned to sender at the inmate's expense.**